

REGULAR MEETING – MONDAY, APRIL 28, 2008  
COUNCIL CHAMBERS AT CITY HALL – 500 CASTRO STREET  
6:30 P.M.

**1. CALL TO ORDER**

**2. ROLL CALL**

**Steering Committee Members:** Steven Bishop, Yvonne Farrell, Sue Graham, Deb Henigson, Cynthia Kapphahn, Bruce Karney, James Kempf, Aileen La Bouff, Marn Yee Lee, Ignacio Martin-Bragado, Randy Potter and Janis Zinn.

**City Staff:** Steve Attinger, Environmental Sustainability Coordinator; and Joan Jenkins, Transportation and Policy Manager.

**3. ORAL COMMUNICATIONS FROM THE PUBLIC**

This portion of the meeting is reserved for persons wishing to address the Task Force on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Task Force from acting on nonagenda items.

**4. MINUTES APPROVAL**

Minutes for the April 7, 2008 meeting have been delivered to the Task Force members and copies posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

**5. NEW BUSINESS**

**5.1 RECOMMENDATION PRIORITIZATION METHODOLOGY**

**Overview:**

The Task Force will develop a methodology for prioritizing recommendations to the City Council.

**Recommendation:**

None.

## **5.2 FINAL REPORT GUIDELINES**

### **Overview:**

The Task Force will develop guidelines for what to include in the final report.

### **Recommendation:**

None.

## **5.3 TASK FORCE BUDGET**

### **Overview:**

The Task Force will review its budget, including past and future expenses.

### **Recommendation:**

None.

## **5.4 APRIL 21 PUBLIC INPUT MEETING**

### **Overview:**

The Task Force will review the results of the April 21, 2008 public input meeting and determine if changes are needed for the May 19, 2008 meeting.

### **Recommendation:**

None.

## **5.5 OVERALL SUSTAINABILITY**

The Task Force will discuss how the working groups are addressing the *overall* sustainability of the City and whether it needs to be covered as its own topic.

### **Recommendation:**

None.

## **5.6 CITY GREEN BUILDING POLICY**

The Council referred consideration of a LEED standard for City facilities to the Task Force for a recommendation.

### **Recommendation:**

Refer the item to the "Built Environment" working group.

## **6. TASK FORCE STEERING COMMITTEE/STAFF COMMENTS, QUESTIONS AND REPORTS**

No action will be taken on any questions raised by the Task Force Steering Committee at this time.

## **7. ADJOURNMENT**

SPA/9/PWK  
916-04-28-08A-E^

## **AGENDAS FOR BOARDS, COMMISSIONS AND COMMITTEES**

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Committee Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to the Transportation, Property and Policy Division of the Public Works Department at (650) 903-6311.
- Interested persons may review the agenda and staff reports at the Public Works Department counter beginning at 4:00 p.m. the Friday evening before each regular meeting. A copy can be mailed to you upon request. Staff reports are also available during each meeting.
- **SPECIAL NOTICE—Reference: Americans with Disabilities Act, 1990**  
Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Public Works Department at (650) 903-6311 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Board, Commission or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.

## **ADDRESSING THE BOARD, COMMISSION OR COMMITTEE**

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission or Committee on a nonagenda item may do so during the "Oral Communications" part of the agenda.